

Minutes of Waukesha County Airport Operations Commission  
November 14, 2012

Chairman Crowley called the meeting to order at 8:00 a.m.

**Other Commissioners Present:** Falstad and Schoepke. Excused from today's meeting: Bluemke and Richards

**Others Present:** Erik G Weidig, Corporation Counsel; Val Ramos, Airport Administration; Brian Behrens, SCA; Harry Becker, Atlantic Aviation; Kurt Stanich, Interim Airport Manager; and Allison Bussler, Department of Public Works.

**Approve modify minutes of October 10, 2012**

Motion to approve minutes of October 10, 2012 by Commissioner Falstad with second by Commissioner Schoepke. Motion passed.

**Public Comment/Correspondence**

Chairman Crowley introduced Erik Weidig from Corporation Counsel.

**Discussion and action on Assignment and Assumption of Lease with Consent of Lessor between Behrens Hangar Leasing LLC and Spring Bank for hangar 534 Northview Road**

Stanich – Spring Bank is the bank Mr. Behrens is working with to refinance his hangars. Spring Bank is requesting an assignment to receive ownership of hangar 534 in case of default by Mr. Behrens. Corporation Counsel has reviewed the documents and found them to be in order.

Behrens – This is a requirement by the bank and he is working with them to get this approved. It has taken some time to draw up this document (going back and forth from the bank and the County). Perhaps this is something the County could draft a standardized format that could be followed by other tenants should this come up again.

Weidig – The documents were reviewed and he worked with Spring Bank to assure everything was in order. The document secures the bank's loan to Mr. Behrens that in default the bank would become owner/tenant of the hangar. This would allow the bank to sell the hangar to recover some of their loan and also allow the County to approve sale of the hangar. Mr. Weidig is not sure if this would require a standardized document if not done frequently.

Stanich – Lease for hangars are not all the same, so some changes in the document would still be necessary.

Schoepke – Is this something to consider for standardized format?

Weidig – There are several ways to set up a document for this situation. It is more of an agreement between the bank and customer. If the Commission would like he could work on a standardized form for future use.

Falstad – Is this a frequent request?

Stanich – No.

Motion to approve the Assignment and Assumption of Lease with Consent of Lessor between Behrens Hangar Leasing LLC and Spring Bank for hangar 534 Northview Road made by Commissioner Schoepke with a second by Commissioner Falstad. Motion passed.

**Discussion and action on Assignment and Assumption of Lease with Consent of Lessor between Behrens Hangar Leasing LLC and Spring Bank for hangar 536 Northview Road**

Chairman Crowley – This action item for hangar 536 Northview Road is the same as agenda Item #3 (534 Northview).

Motion to approve the Assignment and Assumption of Lease with Consent of Lessor between Behrens Hangar Leasing LLC and Spring Bank for hangar 536 Northview Road made by Commissioner Falstad with a second by Commissioner Schoepke. Motion passed.

Chairman Crowley – Thank you to Mr. Behrens and Mr. Weidig.

### **Chairman's Report**

Good presentation of the Annual Report by Mr. Stanich and was well received by the County Board on October 23, 2012. The Airport received some very good comments from the County Board. Thank you to Mr. Stanich.

### **Interim Airport Manager's Report**

Runway lighting – Airfield lighting repaired.

**T-Hangar** – A structural engineering report will be necessary for repairs on T-hangars. In the process of obtaining quotes for cost of the report.

PAPI Lights – The lights have been repaired and waiting for FAA to visually check and approve.

Snow Season – Met with Snow Patrol personnel and Tower Chief last week and we are all set for the snow season.

Non-Directional Beacon (NDB) – The NDB was decommissioned in 2004. Removing and selling the equipment to interested buyer gives us the shed for much needed storage at the Airport. Looking at several types of storage containers for the airport and hope to purchase by the end of the year.

**Priority List** – Revised July list into three categories: Continual Priority Items, Top Priority Items and Other Priority Items.

### **Tower Activity and Fuel reports**

Traffic Activity - Tower activity is down at the airport.

Fuel Report – Fuel sales are good, October was a good month. Year to date totals look good, we are above the targeted amount for fuel.

Becker – Jet A price is \$6.09 and \$5.94 for 100LL (low lead).

Schoepke – Is there a reason why tower operations are down?

Stanich – Training activity is steady but general aviation (GA) pilots are not flying as much. GA pilots are scheduling longer trips so decrease in traffic activity. Corporate traffic is up significantly.

Becker – Space for aircraft may become a problem.

Stanich – There is space available to address this problem. Working on positive incentives for new tenants to build at the airport. Brochure will be created for marketing for this.

### **Manager position update**

Bussler – Resumes have been narrowed down and questionnaire has been sent to qualified applicants to complete and return to Human Resources. Commissioners invited to submit questions to Human Resources or Bussler for interview with applicants. Second interview with applicants, Commissioners welcomed to attend. Looking to have position filled by the end of the year.

### **Future Agenda Items -**

Aircraft storage space

Financial funding presentation (Mead & Hunt)

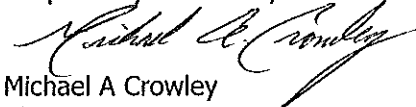
Airport Priority List

### **Adjourn**

Motion to adjourn by Commissioner Falstad with Commissioner Schoepke. Motion passed. Meeting adjourned 8:28 a.m.

Next meeting: Wednesday, December 12, 2012 at 8:00 a.m.

Respectfully submitted,



Michael A Crowley

Chairman

November 14, 2012